



YACIO Trustee Meeting

20th March 2019

Attending: Colin Smith, Anna Pawlow, Tony Chalcraft,

Chair: Tony Chalcraft

Minutes: Anna Pawlow

1. Apologies

Lisa Turner, Simon Wild, Adam Myers, Maria Lewington, Tina Funnell

2. Notes and Actions

Bank Card - Action: CS to use online banking to procure another bank card.
LT to cancel and reissue her card once this has been done.

Concession Policy - Action: AP to produce concession information when Colony allows.

Colony: TC to draft Complaint Letter

Stockton Hall Psychiatric Unit - Action: TC to have a preliminary discussion on their needs. If all parties happy then CS to take forwards to make further arrangements.

Rob Vasey Complaint - Action: AP to check documentation filed

Manual - Action: TC to review Manual for proposed 17th April Review Meeting

3. Administrator Report

AP reported that all was quiet with the ongoing Colony Issues being the only problematic issue.

4. Duty Trustee Report

Deferred in absence of Duty Trustee (AM)

5. 2019 Budget Approval

TC & CS discussed the Budget briefly, with CS providing figures from his own calculations. Trustees agreeing that this matter needs further discussion among Trustees before a 2019 budget can be approved.

6. Community Plot Concession Policy

In the absence of a quorum the discussion was deferred.

7. Manual

In the absence of a quorum the discussion was deferred.

8. Any Other Business

- **Green Lane Water Leak** - CS reported that a plumber had been found who would carry out the ground works necessary and a new pipe installed.

- **Waiting List Site Transfers** - A waiting list applicant had moved house and had asked to transfer to a different site list. Trustees discussed the matter but in the absence of a quorum it was decided to follow up this issue by email among Trustees.

- **Viking Road Area** - Following a site visit CS & TC had not progressed the matter. It was decided that at present YACIO could not take on such an area and that TC should inform CYC that if it were still vacant in a year YACIO may be better placed to progress such a project.

Action: TC to write to CYC declining offer

- **Forgotten Corners** - CS reported that the project had been completed and that an expense report was available to any Trustees who would like to see it. There was a very small amount leftover and it would be requested that this be retained by Green Lane Growers to fund maintenance and transferred to GLG account if approved by Forgotten Corners.

9. Next Meeting Dates

3rd April - Trustee Meeting (TC & CS apologies in advance)

17th April - Trustee Meeting - Manual Review

1st May - Trustee Meeting

It was proposed that from the 1st May meetings become once a month on the 1st Wednesday of the month as once the Manual was approved the workload would be diminished.